

NIH Simplified Acquisition Interface

FY2005 NIH SAI Data Element Dictionary

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FPDS-NG Data Elements

1 Contract Information

1A Procurement Instrument Identifier (PIID)

Definition: The unique identifier for each contract, agreement or order.

Instruction: Enter the Contract, Purchase Order, or Agreement number for the instant action. If you are reporting a delivery/task order, enter the order number. Proposed FAR 4.11 prescribes convention for numbering Contracts, Agreements and Orders.

FAR/DFARS: FAR 4.601(d)(4); DFARS 253.204-70(b)(1)(i); DFARS 253.204-70(b)(2)

1B Modification Number

Definition: An identifier issued by an agency that uniquely identifies one modification for one contract, agreement, order, etc.

Instruction: When reporting modifications to contracts, agreements, or orders, report the modification number assigned by the reporting contracting office. For any given PIID, all Modification Numbers must be unique.

FAR/DFARS: DFARS 253.204-70(b)(2)

1C Referenced PIID

Definition: When reporting orders under Indefinite Delivery Vehicles (IDV) such as a GWAC, IDC, FSS, BOA, or BPA, report the Procurement Instrument Identifier (Contract Number or Agreement Number) of the IDV. For the initial load of a BPA under a FSS, this is the FSS contract number. Note: BOA's and BPA's are with industry and not with other Federal Agencies.

Instruction: Report the Contract or Agreement Number of the IDV against which the order is placed. When reporting the initial load of a BPA under a FSS, report the FSS contract number

FAR/DFARS: DFARS 253.204-70(b)(1)(i)

1D Transaction Number

Definition: "Tie Breaker" for legal, unique transactions that would otherwise have the same key.

Instruction: Assign a unique Transaction Number for each report when multiple reports are required for a single contracting action such as 1) actions that include both Foreign Military Sales and non-FMS requirements, 2) actions that include more than one contract type, 3) actions that combine DoD and civilian requirements, and 4) special situations for repetitive reports (requires special arrangement with FPDC).

FAR/DFARS: DFARS 204.670-6(c)

1E Solicitation Identifier

Definition: Identifier used to link transactions in FPDS-NG to solicitation information.

Instruction: Enter the Solicitation Identifier as in FedBizOpps.

FAR/DFARS:

1F Agency Identifier

Definition: Identifier used to link agency in FPDS-NG to award information.

Instruction: Enter the agency ID as the FIPS.

FAR/DFARS:

1G Referenced IDV Mod Number

Definition: When reporting orders under Indefinite Delivery Vehicles (IDV) such as a GWAC, IDC, FSS, BOA, or BPA, report the Modification Number along with Procurement Instrument Identifier (Contract Number or Agreement Number) of the IDV. For the initial load of a BPA under a FSS, this is the FSS contract number. Note: BOAs and BPAs are with industry and not with other Federal Agencies.

Instruction: Report the Modification number of the IDV against which the order is placed. When reporting the initial load of a BPA under a FSS, report the modification number associated with FSS contract number. Leave blank if the base IDV is to be referenced.

FAR/DFARS: DFARS 253.204-70(b)(2)

1H Referenced IDV Agency ID

Definition: Identifier used to link agency in FPDS-NG to referenced IDV information.

Instruction: Report the agency ID for the IDV against which the order is placed. When reporting the initial load of a BPA under a FSS, report the agency ID associated with FSS contract number. Leave blank if the IDV is unique, and agency ID is not required to uniquely identify the delivery vehicle.

FAR/DFARS:

2 Dates

2A Date Signed

Definition: The date that a mutually binding agreement was reached. The date signed by the Contracting Officer or the Contractor, whichever is later.

Instruction: Enter the date that the transaction was signed. For a bilateral transaction, this is the later of the date signed by the Contractor or the Contracting Officer. For a unilateral transaction, this is the date signed by the Contracting Officer.

FAR/DFARS: FAR 4.601(b)(1); DFARS 253.204-70(b)(3)

2B Effective Date

Definition: The date that the parties agree will be the starting date for the contract's requirements. Usually, this is the same as the date signed but may be different. For example, the effective date may be delayed to avoid major holidays or to coincide with the availability of funds; it may be "post dated" to recognize that the contractor started work before the formal agreement was signed.

Instruction: Enter the effective date agreed to by the parties. Otherwise, leave blank.

FAR/DFARS: FAR 4.601(b)(1); DFARS 253.204-70(b)(3)

2C Current Completion Date

Definition: The completion date of the base contract plus options that have been exercised.

Instruction: Report the contract completion date based on the schedule in the contract. For an initial award, report the scheduled completion date for the base contract and for any options exercised at time of award. For modifications that exercise options, report the revised scheduled completion date for the base contract including exercised options.

FAR/DFARS: DFARS 253.204-70(b)(4)

2D Ultimate Completion Date

Definition: The estimated or scheduled completion date including the base contract or order and all options (if any) whether the options have been exercised or not.

Instruction: Enter the mutually agreed upon contract completion date for the entire contract or order including all options or other modifications. For a delivery order, this refers to the delivery order completion only, not the referenced indefinite delivery vehicle.

FAR/DFARS:

2E Indefinite Delivery Vehicle Last Date to Order

Definition: Last date on which an order may be placed against this indefinite delivery vehicle.

Instruction: Enter the last date to place an order. Otherwise, leave blank.

FAR/DFARS: DFARS 253.204-70(b)(13)(vii)

3 Dollar Values

3A Ultimate Contract Value

Definition: It is the mutually agreed upon total contract or order value including all options (if any). For Indefinite Delivery Vehicles, the estimated value for all orders expected to be placed against the vehicle. For modifications, the change (positive or negative, if any) in the mutually agreed upon total contract value..

Instruction: For a new award: 'Enter the mutually agreed upon total estimated contract or order value (in dollars and cents) including the base contract and all options (if any).' For an indefinite delivery vehicle: 'Enter the total estimated value (in dollars and cents) for all orders that are expected to be placed against this contract.' For modifications: 'Enter the CHANGE (positive or negative, if any) in the mutually agreed upon total contract value (in dollars and cents).'"

FAR/DFARS: FAR 4.601(b)(4); DFARS 253.204-70(b)(11)

3B Current Contract Value

Definition: The contract value for the base contract and any options that have been exercised.

Instruction: For a new award: 'Enter the total value (in dollars and cents) of the base contract plus all options (if any) that have been exercised at the time of award.' For a modification: 'Enter the CHANGE (positive or negative, if any) in the current contract value that results from this modification.

FAR/DFARS: FAR 4.601(b)(4)

3C Dollars Obligated

Definition: The amount that is obligated or de-obligated by this transaction.

Instruction: Enter the net amount of funds (in dollars and cents) obligated or de-obligated by this transaction. If the net amount is zero, enter zero. If the net amount is a de-obligation, enter a minus sign in addition to the net amount.

FAR/DFARS: FAR 4.601(b)(4); DFARS 253.204-70(b)(8)

4 Purchaser Information

4A Contracting Agency Code

Definition: The FIPS Pub. 95 code for the agency of the contracting office that executed or is otherwise responsible for the transaction.

Instruction: Enter the code from FIPS Pub. 95 that identifies the agency of the contracting office.

FAR/DFARS: FAR 4.601(a); FAR 4.601(c)(2); DFARS 204.670-2(a)(2)(ii); DFARS 253.204-70(a)(3)(i); DFARS 253.204-70(b)(1)(ii)

4B Contracting Office Code

Definition: The agency supplied code of the contracting office that executes the transaction.

Instruction: If the default code is not appropriate, enter the code for the contracting office that executed or is otherwise responsible for the transaction.

FAR/DFARS: FAR 4.601(a); FAR 4.601(c)(2); DFARS 253.204-70(a)(3)(ii)

4C Program/Funding Agency - Code

Definition: The FIPS Pub. 95 code for the agency that provided the preponderance of the funds obligated by this transaction.

Instruction: If funding for this transaction was provided by another agency, enter the code from FIPS Pub. 95 that identifies the agency that provided the preponderance of the obligated funds. Otherwise, leave blank.

FAR/DFARS: DFARS 204.670-2(a)(2)(ii); DFARS 253.204-70(b)(1)(ii); DFARS 253.204-70(e)(3)

4D Program/Funding Office - Code

Definition: The funding agency provided code that identifies the office (or other organizational entity) that provided the preponderance of funds. If the Funding Agency is a non-DoD agency, the code is defined by the agency. If the Funding Agency is a DoD agency, the code is the DoD Activity Address Code (DODAAC).

Instruction: Obtain the code to report from the office (or other organizational entity) that is funding this transaction.

FAR/DFARS: DFARS 253.204-70(e)(4)

4F Contract Full / Partially Funded by Foreign Government or International Organization

Definition: Indicates that a foreign government, international organization, or foreign military organization bears some of the cost of the acquisition.

Instruction: If a foreign government or international organization bears some of the cost of the acquisition (this includes Foreign Military Sales), enter Y. Otherwise, enter N.

FAR/DFARS: FAR 4.601(b)(2); DFARS 253.204-70(b)(9)

Values:

Y	Yes	Enter Y when the action is under a foreign military sales arrangement, arrangement or under any other arrangement when a foreign country or international organization is bearing the cost of the acquisition.
N	No	Enter N if Y does not apply.

5 Contract Marketing Data

NOTE: These items are intended to meet the requirement of proposed FAR Subpart 5.6 and will be updated, as needed, as that data reporting requirement is solidified.

5A Web Site URL

Definition: The web site URL for inter agency Indefinite Delivery Vehicles

Instruction: Enter the web site URL where users may go to get more information on the contract or program.

FAR/DFARS:

5B Who Can Use

Definition: Agencies that may place orders against this indefinite delivery vehicle.

Instruction: For the initial award of an IDV, enter one of the specified code words. Certain code words require a list of agencies that may order from the IDV.

FAR/DFARS: DFARS 253.204-70(b)(13)(vi)

Values:

“Only My Agency”	Only the agency awarding the contract may place orders.
“All Agencies”	All Federal Government agencies may place orders against the contract.
“Defense”	Only Department of Defense agencies may place orders against the contract.
“Civilian”	Only civilian agencies may place orders against the contract.
“Codes:”	Only the agencies with the FIPS 95 codes listed in a comma-separated list.
“Other:”	Provide a text statement of which agencies may place orders against the contract.

5C Maximum Order Limit

Definition: Maximum dollar amount that can be applied to a single order against the Indefinite Delivery Vehicle.

Instruction: If this action is an initial load of an IDV, then enter the maximum dollar amount that can be applied to a single order against the IDV. If there is no maximum order limit, enter 0.00.

FAR/DFARS:

5D Fee for Use of Service

Definition: List of administrative fees charged for using an Indefinite Delivery Vehicle other than Federal Supply Schedule (FSS) Vehicle. The fees can be one of the following formats: 1) Fixed, 2) Range - Varies by amount, and 3) Range - Varies by Other Factor.

Instruction: None

FAR/DFARS:

Values:

FIX	Fixed
RVA	Range – Varies by Amount
RVO	Range – Varies by Other Factor
NO	No Fee

5E Fixed Fee Value

Definition: The value if “Fixed Fee” is chosen for Fee for Use of Service (5D).

Instruction: None

FAR/DFARS:

5F Fee Range Lower Value

Definition: The lower value if “Range” (RVA, RVO) is chosen for Fee for Use of Service (5D).

Instruction: None

FAR/DFARS:

5G Fee Range Upper Value

Definition: The upper value if “Range” is chosen for Fee for Use of Service (5D).

Instruction: None

FAR/DFARS:

5H Ordering Procedure

Definition:

Instruction: For the initial load of the IDV, describe ordering procedures, unless included in the government website listed in the “Web Site URL” data element (5A).

FAR/DFARS:

5J Fee Paid for Use of IDV

Definition: Actual fee paid in order to use the IDV.

Instruction: Enter the fee paid (if any) to the IDV Awarding Agency as a consequence of placing the order.

FAR/DFARS:

6 Contract Information

6A Type of Contract

Definition: The type of contract as defined in FAR Part 16 that applies to this procurement.

Instruction: Enter the code that best describes the contract type.

FAR/DFARS: FAR Part 16; DFARS 253.204-70(c)(5)

Values:

The following apply to all Awards and IDVs

- A Fixed Price Redetermination
- B Fixed Price Level of Effort
- J Fixed Price
- K Fixed Price with Economic Price Adjustment
- L Fixed Price Incentive
- M Fixed Price Award Fee
- R Cost Plus Award Fee
- S Cost No Fee
- T Cost Sharing
- U Cost Plus Fixed Fee
- V Cost Plus Incentive
- Y Time and Materials
- Z Labor Hours

The following apply to IDVs only:

- 1 Order Dependent (IDV allows pricing arrangement to be determined separately for each order)

The following apply to Awards only:

- 2 Combination (Applies to Awards where two or more of the above apply)
- 3 Other (Applies to Awards where none of the above apply)

6B Letter Contract

Definition: Designates whether the award is a Letter Contract.

Instruction: Enter Y if the award is a Letter Contract. Otherwise, enter N.

FAR/DFARS: DFARS 253.204-70(b)(13)(i)

Values:

Y Yes

N No

6C Multiyear Contract

Definition: A multi-year contract means a contract for the purchase of supplies or services for more than 1, but not more than 5, program years. Such contracts are issued under specific congressional authority for specific programs. A multi-year contract may provide that performance under the contract during the second and subsequent years of the contract is contingent upon the appropriation of funds, and (if it does so provide) may provide for a cancellation payment to be made to the contractor if appropriations are not made. The key distinguishing difference between multi-year contracts and multiple year contracts is that multi-year contracts buy more than 1 year's requirement (of a product or service) without establishing and having to exercise an option for each program year after the first.

Instruction: Enter code Y when the definition for multiyear contract applies. Do not report contracts containing options as multiyear unless the definition above applies to the contract.

FAR/DFARS: FAR 17.103; DFARS 253.204-70(b)(10)

Values:

Y Yes Contract is a multiyear contract as defined by FAR 17.103

N No Contract is not a multiyear contract as defined by FAR 17.103

6D Type of IDC

Definition: Identifies whether the IDC or Multi-Agency Contract is Indefinite Delivery/Requirements, Indefinite Delivery/Indefinite Quantity, or Indefinite Delivery/Definite Quantity.

A requirements contract provides for filling all actual purchase requirements of designated Government activities for supplies or services during a specified contract period, with deliveries or performance to be scheduled by placing orders with the contractor.

A Requirements IDC or Multi-Agency Contract is a contract for all of the agency's requirement for the supplies or services specified, and effective for the period stated, in the IDC or Multi-Agency Contract. After award, the contract is a mandatory source for the agency for the supplies or services specified. The quantities of supplies or services specified in the IDC or Multi-Agency Contract are estimates only and are not purchased by this contract. Except as this contract may otherwise provide, if the Government's requirements do not result in orders in the quantities described as "estimated" or "maximum" in the Schedule, that fact shall not constitute the basis for an equitable price adjustment.

An indefinite-quantity contract provides for an indefinite quantity, within stated limits, of supplies or services during a fixed period. The Government places orders for individual requirements. Quantity limits may be stated as number of units or as dollar values.

An Indefinite-Quantity is a contract for the supplies or services specified, and effective for the period stated, in the IDC or Multi-Agency Contract. The quantities of supplies and services specified in the IDC or Multi-Agency Contract are estimates only and are not purchased by this contract.

A definite-quantity contract provides for delivery of a definite quantity of specific supplies or services for a fixed period, with deliveries or performance to be scheduled at designated locations upon order.

A Definite Quantity IDC or Multi-Agency Contract is a definite-quantity, indefinite-delivery contract for the supplies or services specified, and effective for the period stated, in the IDC or Multi-Agency Contract.

Instruction: Enter the code from the list for the initial load of an Indefinite Delivery Contract (IDC) or Multi-Agency Contract, but not for Government-Wide Acquisition Contracts (GWACs). If this data element is completed, then users will be prompted to report the next two data elements.

FAR/DFARS: FAR 52.216-20; FAR 52.216-21; FAR 52.216-22; DFARS 253.204-70(b)(13)(ii)

Values:

- | | |
|---|---|
| A | Indefinite Delivery / Requirements |
| B | Indefinite Delivery / Indefinite Quantity |
| C | Indefinite Delivery / Definite Quantity |

6E Multiple or Single Award IDC

Definition: Indicates whether the contract is one of many that resulted from a single solicitation, all of the contracts are for the same or similar items, and contracting officers are required to compare their requirements with the offerings under more than one contract or are required to acquire the requirement competitively among the awardees.

Instruction: Enter the appropriate code from the list.

FAR/DFARS: FAR 16.5; DFARS 253.204-70(b)(13)(iii)

Values:

- | | | |
|---|----------------|---|
| M | Multiple Award | Enter code M if the contract is one of several awarded under a single solicitation when contracting officers are required to compare or compete their requirements among several vendors. |
| S | Single Award | Enter code S when the contract does not meet the definition of a multiple award contract. |

6F Performance-Based Service Contract

Definition: Indicates whether the contract is a PBSA as defined by FAR 37.601. A PBSA - a. Describes the

requirements in terms of results required rather than the methods of performance of the work; b. Uses measurable performance standards (i.e., terms of quality, timeliness, quantity, etc.) and quality assurance surveillance plans (see 46.103(a) and 46.401(a)); c. Specifies procedures for reductions of fee or for reductions to the price of a fixed-price contract when services are not performed or do not meet contract requirements (see 46.407); and d. Includes performance incentives where appropriate. For FPDS reporting purposes, a minimum of 80% of the anticipated obligations under the procurement action must meet the above requirements.

Instruction: Enter the appropriate code from the list.

FAR/DFARS: FAR 37.601; DFARS 253.204-70(b)(1)(v)

Values:

- Y For FY 2004 and prior this is a contract for services and 80% or more of the requirement is specified as a performance requirement; For FY 2005 and later this is a contract for services and 50% or more of the requirement is specified as a performance requirement.
- N Not Applicable.
- * Not Applicable (will be deprecated in future).

6G Major Program

Definition: The agency determined code for a major program within the agency. For an Indefinite Delivery Vehicle, this may be the name of a GWAC (e.g., ITOPS or COMMITS).

Instruction: If your agency has designated 'Major Programs' and this award is part of such a program, enter the code for the Major Program for this award.

FAR/DFARS:

6M Description of Requirement

Definition: A brief description of the contract or award.

Instruction: Enter a brief description of the goods or services that you are buying or for an Indefinite Delivery Vehicle, a brief description of the goods or services available.

FAR/DFARS:

6N Purchase Card as Payment Method

Definition: Indicates whether the method of payment under an award is the Purchase Card. Agencies may issue formal contract documents and make payment using the Purchase Card. It is also permitted that agencies may report Purchase Card purchases.

Instruction: Enter Y if a Purchase Card was or will be used to pay the contractor. This does not apply to Indefinite Delivery Vehicles.

FAR/DFARS:

Values:

Y	Yes	Payments made using the Purchase Card
N	No	Payments made by methods other than the Purchase Card

6P Program Acronym

Definition: The short name or title used for a GWAC or other contracting program. Examples include COMMITS, ITOPS, SEWP.

Instruction:

FAR/DFARS:

6Q Number of Actions

Definition: The number input by the agency that identifies number of actions that are reported in one modification.

Instruction: When reporting new contracts or modifications to contracts, agreements, or orders, report the number of actions that involved contract modifications for additional supplies or services.

FAR/DFARS:

7 Legislative Mandates

7A Clinger-Cohen Act Planning Compliance

Definition: A code indicating the funding office has certified that the information technology purchase meets the planning requirements in 40 USC 1422 and 1423.

Instruction: When the contracting agency or the funding agency is DoD and this procurement is for computer hardware or services, select a value certified by the funding office as to whether the planning requirements have been met.

FAR/DFARS: 40 USC 1422 and 1423; DFARS 253.204-70(b)(16)

Values:

Y	Yes	Report this code if the funding office has certified that the information technology purchase meets the planning requirements in 40 USC 1422 and 1423.
N	No	Report this code if the funding office has not certified that the information technology purchase meets the planning requirements in 40 USC 1422 and 1423.

7B Walsh-Healey Act

Definition: Indicates whether the transaction is subject to the Walsh Healey Act.

Instruction: Enter Yes, if the transaction is subject to the Walsh Healy Act, otherwise enter No.

FAR/DFARS: DFARS 253.204-70(c)(4)(x)

Values:

Y	Yes	Report this code if the transaction is subject to the Walsh Healey Act.
N	No	Report this code if the transaction is not subject to the Walsh Healey Act.

7C Service Contract Act

Definition: Indicates whether the transaction is subject to the Service Contract Act.

Instruction: Enter Yes, if the transaction is subject to the Service Contract Act, otherwise enter No.

FAR/DFARS: DFARS 253.204-70(c)(4)(x)

Values:

Y	Yes	Report this code if the transaction is subject to the Service Contract Act.
N	No	Report this code if the transaction is not subject to the Service Contract Act.

7D Davis-Bacon Act

Definition: Indicates whether the transaction is subject to the Davis Bacon Act.

Instruction: Enter Yes, if the transaction is subject to the Davis Bacon Act, otherwise enter No.

FAR/DFARS: DFARS 253.204-70(c)(4)(x)

Values:

Y	Yes	Report this code if the transaction is subject to the Davis Bacon Act.
N	No	Report this code if the transaction is not subject to the Davis Bacon Act.

7E Economy Act

Definition: Indicates whether the transaction is subject to the Economy Act.

Instruction: For the initial load of a Multi-Agency Contract or other IDC, enter Yes, if the award is authorized pursuant to the Economy Act, otherwise enter No.

FAR/DFARS: DFARS 253.204-70(c)(4)(x)

Values:

Y	Yes	Report this code if the transaction is subject to the Economy Act.
N	No	Report this code if the transaction is not subject to the Economy Act.

7F Other Statutory Authority

Definition: Indicates whether the transaction is subject to other statutory authority.

Instruction: For the initial load of a Multi-Agency Contract or other IDC, enter the citation for the law, if the award is authorized pursuant to legislation other than the Economy Act.

FAR/DFARS: DFARS 253.204-70(c)(4)(x)

8 Product or Service Information

8A Product or Service Code

Definition: The code that best identifies the product or service procured. Codes are defined in the Product and Service Codes Manual.

Instruction: Pick the code that best identifies the product or service procured. If more than one code applies, then report the code that represents most of the ultimate contract value.

FAR/DFARS: FAR 4.601(b)(3); DFARS 253.204-70(b)(12)(i)

8B Program, System, or Equipment Code

Definition: Two codes that together identify the program and weapons system or equipment purchased by a Do agency. The first character is a number 1-4 that identifies the DoD component. The last 3 characters identify that component's program, system, or equipment.

Instruction: Enter the code for the DoD component followed by the code established for that component for the program, system, or equipment that this transaction is related to.

FAR/DFARS: DFARS 253.204-70(b)(12)(iii)

8C Product Service Code Description

Definition: A description of the product or service designated by the product code.

Instruction: None

FAR/DFARS: DFARS 253.204-70(b)(12)(v)

8G NAICS

Definition: The North American Industry Classification System (NAICS) codes designate major sectors of the economies of Mexico, Canada, and the United States.

Instruction: Report the code that was used in the solicitation.

FAR/DFARS: FAR 4.601(b)(4); FAR19.303; DFARS 253.204-70(b)(12)(iv)

Values: Must be a valid code from the NAICS table.

8H Information Technology Commercial Item Category

Definition: A code that designates the commercial availability of an information technology product or service.

Instruction: When the contracting agency or the funding agency is DoD and this procurement is for computer hardware or services, select a value certified by the funding office as to the commercial nature of the products or services.

FAR/DFARS: FAR 2.101; FAR 4.601(b)(4); DFARS 253.204-70(b)(15)

Values:

A	Commercially Available	Report this code if the item meets the definition of commercial item in FAR 2.101, does not require any modifications, and is available in the commercial marketplace.
B	Other Commercial Item	Report this code if the item meets the definition of commercial item in FAR 2.101, but requires minor modifications, or is not yet available in the commercial marketplace, but will be in time to meet our needs.
C	Non-developmental Item	Report this code if the item meets the definition of a non-developmental item in FAR 2.101 (((1) any previously developed item of supply used exclusively for governmental Federal agency, purposes by a state or local government, or foreign government with which the United States has a mutual defense cooperation agreement, (2) is used as a paragraph (1) but requires only minor modifications or modifications of a type customarily available in the commercial market).
D	Non-Commercial Item	Report this code if the item does not meet the Definitions of commercial item or non-developmental item in FAR 2.101.
E	Commercial Service	Report this code if the item meets the definitions of commercial service in FAR 2.101 (services of a type offered and sold competitively in substantial quantities in the commercial marketplace based on established catalog or market prices for specific service performed).
F	Non-Commercial Service	Report this code for all other services.
Blank	Not IT Products or Services	

8J GFE / GFP

Definition: The contract uses equipment or property furnished by the government, pursuant to FAR 45.

Instruction: Enter Y if the contract uses GFE or GFP. Otherwise, enter N.

FAR/DFARS: FAR Part 45

Values:

Y	GFE or GFP is provided pursuant to FAR 45
N	GFE or GFP is not provided

8K EPA-Designated Product(s)
Definition:

The Resource Conservation and Recovery Act (RCRA), Section 6002, and Executive Order 13101 require the purchase of Environmental Protection Agency (EPA) - EPA-designated products with a required minimum recovered material content as described in an agency's Affirmative Procurement Program (APP). This list of EPA-designated products is available at <http://www.epa.gov/cpg>. This requirement applies to all contracts that require EPA-designated products.

Instruction:

When purchasing products on the EPA Designated Products List without the required minimum recovered material content, a written justification based on exception codes B, C, or D below is required by FAR 23.405(c). If more than one exception applies or more than one justification was completed, report the predominant exception code or the code for the highest cost EPA-designated item for which a justification was completed. Select the appropriate code.

FAR/DFARS: FAR 23.405(c); DFARS 253.204-70(b)(12)(vi)

Values:

A	Meets Requirements	EPA-designated product or products were purchased and all contained the required minimum recovered material content.
B	Justification - Time	EPA-designated product or products were purchased without the required minimum recovered material content and a justification was completed based on inability to acquire the product(s) competitively within a reasonable time (FAR 23.405(c)(1)).
C	Justification - Price	EPA-designated product or products were purchased without the required minimum recovered material content and a justification was completed based on inability to acquire the product(s) at a reasonable price (FAR 23.405(c)(2)).
D	Justification - Performance	EPA-designated product or products were purchased without the required minimum recovered material content and a justification was completed based on inability to acquire the product(s) to reasonable performance standards in the specifications (FAR 23.405(c)(3)).
E	Not Required	No EPA-designated product(s) were required.

8L Recovered Material Clauses
Definition:

Designates whether Recovered Material Certification and/or Estimate of Percentage of Recovered Material Content for EPA-Designated Products clauses were included in the contract.

Instruction:

When EPA-Designated Product(s) is coded A, B, C, or D, enter A or B appropriately. Otherwise, enter C No Clauses included.

FAR/DFARS: FAR 23.406; FAR 52.223-4; FAR 52.223-9; DFARS 253.204-70(b)(12)(vii)

Values:

A	FAR 52.223-4 Included	The solicitation included the provision at FAR 52.223-4, Recovered Material Certification.
B	FAR 52.223-4 and FAR 52.223-9 Included	The solicitation included the provision at FAR 52.223-4, Recovered Material Certification, and the contract includes the clause at FAR 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Products.
C	No Clauses Included	Neither clause is included in the contract.

8N Contract Bundling

Definition: Designates that the value of the contract, including all options, is expected to exceed \$5M. The contracting officer determines this contract action is a result of consolidating two or more requirements previously solicited, provided or performed under separate small contracts into a solicitation for a single contract likely to be unsuitable for award to a small business concern.

Indicates the reason why the agency bundled contract requirements.

Instruction: Enter the code that best represents the agency's reason for bundling contract requirements.

FAR/DFARS: FAR 2.101; FAR 4.601(e); FAR 19.2; DFARS 253.204-70(b)(1)(iii); DD350, FAR 7.107; OMB Circular A-76; DFARS 253.204-70(b)(1)(iv)

Values:

A	Mission Critical	Enter Code A if the agency has determined that the consolidated of requirements is critical to the agency's mission, but the measurably substantial benefits do not meet the thresholds set forth in the FAR 7.107 to determine that the consolidation is necessary and justified.
B	OMB Circular A-76	Enter code B if the agency used the OMB Circular A-76 process to determine that the consolidation of the requirements is necessary and justified rather than applying the substantial benefits analysis required by FAR 7.107.
C	Other	Enter Code C when the requirement is "bundled" and Codes A and B do not apply.
D	Not a bundled requirement	

9 Contractor Information

9A DUNS Number

Definition: The DUNS number of the contractor. Used as a key to CCR. Maps to the DUNS Number or DUNS + Four in CCR.

Instruction: Report the DUNS number for the contractor location that received the award. NOTE: The contractor must be registered in the CCR.

FAR/DFARS: FAR 4.601(b)(2); FAR 4.602(d); FAR 4.603(a); DFARS 204.670-6(b)(1); DFARS 204.73; DFARS 253.204-70(b)(5)(ii)(A)

Values: Must be in CCR.

9B Contractor Name from Contract

Definition: The name of the contractor supplying the product or service as it appears on the contract.

Instruction: Enter the name as it appears on the contract.

FAR/DFARS: FAR 4.601(b)(2); DFARS 253.204-70(b)(5)(ii)(D)

9C Principal Place of Performance

Definition: The code from the FPDS-NG table (combined FIPS Pub. 10 and FIPS Pub. 55) that identifies the place where the work is being performed.

Instruction: Select the appropriate code from the FPDS-NG list.

FAR/DFARS: DFAR 204.670-1(d); DFARS 253.204-70(b)(6)(4)(A); DFARS 253.204-70(b)(6)(4)(B); DFARS 253.204-70(c)(4)(xiii)(B); DFARS 253.204-70(c)(4)(xiii)(C)

9D Principal Place of Performance Name

Definition: The name that identifies the principal place of performance.

Instruction: None

FAR/DFARS: DFARS 253.204-70(b)(6)(4)(C)

9E Country of Origin

Definition: Identifies the country of origin.

Instruction: If the product being procured is a domestic end product, enter U.S. If the product is not a domestic end product, enter the FIPS Pub. 10 country code that designates the preponderance of the foreign content.

FAR/DFARS: DFARS 253.204-70(c)(4)(xiii)(B); DFARS 253.204-70(c)(4)(xiii)(C)

Values: FIPS 10 Code

9J CCR Exception

Definition: The reason a vendor/contractor not registered in the mandated CCR system may be used in a purchase.

Instruction: FAR 4.1102, Policies, require that prospective contractors be registered in CCR to be eligible for contract award.

FAR/DFARS:

Values: There are seven exceptions:

- (1) Purchases that use a government-wide commercial purchase card as both the purchasing and payment mechanism, as opposed to using the purchase card only as a payment method.
- (2) Classified contracts (see 2.101) when registration in the CCR database, or use of CCR data, could compromise the safeguarding of classified information or national security.
- (3) Deployed contracting officers in the course of military operations, including, but no limited to, contingency operations as defined in 10 U.S.C. 101(a)(13) or humanitarian or peacekeeping operations as defined in 10 U.S.C. 2302(7);
- (4) Contracting Officers in the conduct of emergency operations, such as responses to natural or environmental disasters or national or civil emergencies, e.g., Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121)
- (5) Contracts to support unusual or compelling needs (see 6.302-2.
- (6) Awards made to foreign vendors for work performed outside the United States, if it is impractical to obtain CCR registration.
- (7) Micro-purchases that do not use the electronic funds transfer (EFT) method for payment and are not required to be reported (see subpart 4.6).

9K ZIP Code – Place of Performance

Definition: For U.S. Place of Performance: indicates the ZIP Code. If the Place of Performance is U.S, enter ZIP+4 code. Otherwise, enter the postal code available for the foreign location.

Instruction: None

FAR/DFARS:

10 Competition Information

10A Extent Competed

Definition: A code that represents the competitive nature of the contract.

Instruction: None

FAR/DFARS: FAR 4.601(c)(1); DFARS 253.204-70(c)(4)(iii); DFARS 253.204-70(c)(4)(vi)

Values:

A	Full and Open Competition	Report this code if the action resulted from an award pursuant to FAR 6.102(a) - sealed bid, FAR 6.102(b) - competitive proposal, FAR 6.102(c) - Combination, or any other competitive method that did not exclude sources of any type
B	Not Available for Competition	Select this code when the contract is not available for competition
C	Not Competed	Select this code when the contract is not competed.
D	Full and Open Competition after exclusion of sources	Select this code when some sources are excluded before competition
E	Follow On to Competed Action	Select this code when the action is a follow on to an existing competed contract. FAR 6.302-1
F	Competed under SAT	Select this code when the action is competed under the Simplified Acquisition Threshold.
G	Not Competed under SAT	Select this code when the action is NOT competed under the Simplified Acquisition Threshold
CDO	Competitive Delivery Order	Apply to Full and Open Competition pursuant to FAR 6.1 and only apply to Delivery Orders) Report this code if the IDV Type is a Federal Schedule. Report this code when the Order delivery/task order award was made pursuant to a process that permitted each contract awardee a fair opportunity to be considered. See FAR Part 16.505(b)(1). Report this code if the action is for the award of a multiple award schedule or an order against a multiple award schedule pursuant to FAR 6.102(d)(3) and the applicable provisions referenced there under.
NDO	Non-Competitive Delivery Order	Report this code when competitive procedures are not used in awarding the delivery order for a reason not included above (when the action was non-competitive).

10C Reason Not Competed

Definition: The designator for solicitation procedures other than full and open competition pursuant to FAR 6.3.

Instruction: Enter the code that most appropriately defines the reason the action was not competed.

FAR/DFARS: FAR 4.601(c); FAR 6; FAR 8.404(b)(4); FAR 8.7; FAR 13; FAR 16.505(b); FAR 19.8; FAR 19.13; FARS 219.811; DFARS 253.204-70(b)(13)(i); DFARS 253.204-70(b)(13)(v); DFARS 253.204-70(b)(14); DFARS 253.204-70(c)(4)(vi); DFARS 253.204-70(c)(4)(viii); DFARS 253.204-70(d)(4)(iv)(A)

Values: Use these values as reason for other than full and open competition.

UNQ	Unique Source	Report this code if the action was justified pursuant to FAR 6.302-1(b)(1)
FOC	Follow-on contract	For a Definitive Contract, report this code if the action was justified pursuant to FAR 6.302-1(a)(2)(ii) or FAR 6.302-1(a)(2)(iii).
UR	Unsolicited Research Proposal	Report this code if the action was justified pursuant to FAR 6.302-1(a)(2)(i).
PDR	Patent/Data Rights	Report this code if the action was justified pursuant to FAR 6.302-1(b)(2).

UT	Utilities	Report this code if the action was justified pursuant to FAR 6.302-1(a)(2) and FAR 6.302-1(b)(3) and the source is a regulated utility for which no competition is available.
STD	Standardization	Report this code if the action was justified pursuant to FAR 6.302-1(b)(4).
ONE	Only One Source – Other	Report this code if the action was justified pursuant to FAR 6.302-1 situation other than the examples cited above.
URG	Urgency	Report this code if the action was justified pursuant to FAR 6.302-2.
MES	Particular Sources Mobilization, Essential R&D Capability or Expert Services	Report this code if the action was justified pursuant to FAR 6.302-3(a)(2).
IA	International Agreement	Report this code if the action was justified pursuant to FAR 6.302-4.
OTH	Authorized by Statute and not listed above	Report this code if the action was justified pursuant to FAR 6.302-5 and a specific Not Listed Above program is not listed above.
RES	Authorized for Resale	Report this code if the action was justified pursuant to FAR 6.302-5(a)(2)(ii).
NS	National Security	Report this code if the action was justified pursuant to FAR 6.302-6.
PI	Public Interest	Report this code if the action was justified pursuant to FAR 6.302-7.
MPT	Less than or Equal to Micro Purchase Threshold	Report this code if the action was justified pursuant to FAR 13.202
SP2	Simplified Acquisition Procedures Non-Competitive	Report this code for a non-competitive acquisition when the simplified acquisition procedures in FAR 13.3 are used.
FPI	UNICOR	Report this code if the action was non-competitive)Contractor DUNS = 626627459 (UNICOR)
JWD	Directed to JWOD Nonprofit Agency	Report this code if the action was not available for competition)Report this code for an award directed to a non-profit agency employing people who are blind or severely disabled (referred to as a JWOD Participating Nonprofit Agency) pursuant to FAR 8.7 for an item(s) on the Procurement List. FAR 8.7 implements the Javits-Wagner-Day Act (JWOD). JWOD Nonprofit Agency was formerly referred to as a Sheltered Workshop.

10D Number of Offers Received

Definition: The number of actual offers/bids received in response to the solicitation.

Instruction: Enter the actual number of offers received.

FAR/DFARS: FAR 4.601(b)(5); FAR 4.601(d)(3); DFARS 253.204-70(c)(4)(vii)

10E Pre-Award Synopsis Requirement

Definition: A code that indicates whether the synopsis requirements of FAR Subpart 5.2 were followed.

Instruction: Report one of the following codes based on the synopsis requirements of FAR Subpart 5.2.

FAR/DFARS: FAR 4.601(c); FAR 5.2; FAR 6.302-2; FAR 12.603; DFARS 253.204-70(c)(4)(i); DFARS 253.204-70(c)(4)(ii)

Values:

Y	Synopsized	Synopsized in accordance with FAR 5.2
N	Not Synopsized	

10F Synopsis Waiver Exception

Definition:

Instruction:

FAR/DFARS: FAR 4.601(c); FAR 5.2; FAR 6.302-2; FAR 12.603; DFARS 253.204-70(c)(4)(i); DFARS 253.204-70(c)(4)(ii)

Values:

Y	Not Synopsized under the SBA/OFPP Waiver Pilot Program	The agency is participating in the SBA/OFPP Pilot Program that allows for the waiver of the synopsis requirement in the FAR Subpart 5.2 when agencies acquire services with an anticipated value between \$25,000 and \$100,000 using small businesses set-asides. If the acquisition is subject to the Small Business Competitive Demonstration Test Program, then this code cannot be used.
N	Not Applicable	

10G Alternative Advertising

Definition: Indicates whether the contracting officer used methods to advertise the requirement other than the advertising that is required by FAR 5.201 (currently, by using FedBizOpps).

Instruction: Enter Y if the contracting officer used methods in addition to or in place of those required by FAR 5.201 to advertise the requirement. Otherwise, enter N.

FAR/DFARS:

Values:

NA		
Y	Yes	The contracting officer used methods to advertise the requirement other than the advertising that is required by FAR 5.201.
N	No	The contracting officer did not use methods to advertise the requirement other than the advertising that is required by FAR 5.201.

10H Commercial Item Acquisition Procedures

- Definition:** Designates whether the solicitation used the special requirements for the acquisition of commercial items intended to more closely resemble those customarily used in the commercial marketplace as defined by FAR Part 12.
- Instruction:** Report this code if the contract action is for a commercial item procured pursuant to the procedures in FAR Part 12 (Acquisition of Commercial Items) and clause 52.212-4 was included in the contract.
- FAR/DFARS:** FAR 4.601(d)(5); FAR 12; FAR 52.212-4; DFARS 253.204-70(c)(4)(xiv)
- Values:**
- | | | |
|---|-----|---|
| Y | Yes | Report this code if the procedures in FAR Part 12 were used in conjunction with FAR Part 13, FAR Part 14, or FAR Part 15. |
| N | No | Report this code if Y does not apply. |

10L A-76 (Fair Act) Action

- Definition:** Indicates whether the contract action resulted from an A-76/Fair Act competitive sourcing process.
- Instruction:** Enter Y if the contract action resulted from an A-76/Fair Act competitive sourcing process, otherwise enter N.
- FAR/DFARS:**
- Values:**
- | | |
|---|-----|
| Y | Yes |
| N | No |

10M Solicitation Procedures

- Definition:** The designator for competitive solicitation procedures available
- Instruction:** Report this code for the type of solicitation procedure used.
- FAR/DFARS:** FAR 4.601(c); FAR 4.601(d)(1); FAR 6; FAR 8.404(b)(4); FAR 13.003(b)(1); FAR 16.505(b); FAR 19; DFAR 204.670-2(a)(2)(i); DFARS 253.204-70(b)(14); DFARS 253.204-70(b)(13)(v); DFARS 253.204-70(c)(4)(viii); DFARS 253.204-70(d)(4)(iv)(A); DFARS 253.204-70(d)(4)(iv)(B); DFARS 253.204-70(d)(4)(vii); DFARS 226.7003; FAR 4.601(c)(1); DFARS 253.204-70(c)(4)(iii); DFARS 253.204-70(c)(4)(vi); FAR 8.7; FAR 13; FAR 19.8; FAR 19.13; DFARS 219.811; DFARS 253.204-70(b)(13)(i);

Values:

NONE	No solicitation procedure used	Report this code if no solicitation procedure was used in this action.
NP	Negotiated Proposal	Report this code for contract award over \$100K using negotiated procedures. FAR 12, FAR, 13, FAR 15
SB	Sealed Bid	Report this code for contract award over \$100K using seal bidding procedures. FAR 14

TS	Two Step	Report this code for contract awards over \$100K that uses a combination of sealed bids and negotiated procedures. FAR 6.102 poi
SP1	Simplified Acquisition	Report this code for a competitive acquisition when the Procedures – Competitive simplified acquisition procedures in FAR 13 are used
AE	Architect - Engineer	Report this code if the action resulted from selection of sources for architect-engineer contracts pursuant to FAR 6.102(d)(1).
BR	Basic Research	Report this code if the action resulted from competitive selection of basic research proposals pursuant to FAR 6.102(d)(2).
AS	Alternative Sources	Report this code if the action resulted from the use of procedures that provide for full and open competition after exclusion of sources to reduce overall costs pursuant to FAR 6.202(a)(1), to have a facility available for national defense or industrial mobilization pursuant to FAR 6.202(a)(2), to establish or maintain an essential engineering, research, or development capability pursuant to FAR 6.202(a)(3), to ensure the continuous availability of a reliable source of supply for such property or service pursuant to FAR 6.202(a)(4), to satisfy projected needs for such product or service based on a history of high demand pursuant to FAR 6.202(a)(5), to satisfy a critical need for medical, safety, or emergency supplies pursuant to FAR 6.202(a)(6).

10N Type Set Aside

Definition: The designator for type of set aside determined for the contract action.

Instruction: Report this code when any of the following set-asides were used to award a contract.

FAR/DFARS: FAR 19.502-2, FAR 19.805-2, 19.502-3, DFAR 226.7003, DFARS 235.016, FAR 19.9, FAR 19.10, FAR 19.1305, FAR 19.1405, FAR 19.1306, FAR 19.1406, FAR 19.8, and FAR 13

Values:

NONE	No set aside used.	Report this code if the contract award was not a socio-economic program set-aside.
SBA	Small Business Set-Aside -- Total	Report this code for a small business set-aside (excluding Small Business Innovation Research (SBIR)) made pursuant to FAR 19.502-2.
8A	8a Competed	Report this code for an 8a award pursuant to FAR 19.805-2
SBP	Small Business Set-Aside -- Partial	Report this code for a partial small business set aside made pursuant to FAR 19.502-3.
HMT	HBCU or MI Set-Aside -- Total	Report this code for an award directed to a Historically Black College/University or Minority Institution per DFARS 226.7003
HMP	HBCU or MI Set-Aside -- Partial	Report this code for contract awards directed to Historically Black College/University of Minority Institution per DFARS 235.016
VSB	Very Small Business Set Aside	Report this code if the acquisition is between \$2,501 and \$50,000 and was awarded to a very small business concern as a result of using set-aside procedures under the very small business pilot program set forth in FAR 19.9. (NOTE: Verify if expired)
ESB	Emerging Small Business Set-Aside	Enter this code if the action was an emerging small business reserve award (set-aside) within a designated industry group under the Small Business Competitiveness Demonstration Program (see FAR Subpart 19.10).

HZC	HUBZone Set-Aside	Report this code if the award was made to a HUBZone small business concern after being competed among only HUBZone small business concerns. See FAR 19.1305.
SDVOSBC	Service Disabled Veteran Owned Small Business Set-Aside	Report this code for contract awards exceeding the micro purchase threshold set-aside for competition restricted to service-disabled veteran-owned small business concerns. FAR.19.1405
BI	Buy Indian	Report this code if applicable. This code is authorized for use only by the Department of Interior and the Department of Health and Human Services (Indian Health Service).
HZS	HUBZone Sole Source	Report this code if the award was made through noncompetitive procedures to a HUBZone small business concern under the authority of FAR 19.1306.
SDVOSBS	SDVOSB Sole Source	Report this code for contract awards exceeding the micro purchase threshold set-aside for non competitive award to service-disabled veteran-owned small business concerns. FAR 19.1406
8aN	8(a) Sole Source	Report this code for actions with the Small Business Administration pursuant to FAR 19.8,
RSB	Reserved for Small Business \$2501 to 100K	Report this code if awards exceeds the micro-purchase threshold but does not exceed the simplified acquisition threshold. FAR 13
8AC	SDB Set-Aside	Report this code for a small disadvantaged business award made under a competitive 8(a) preference program pursuant to FAR 19.800(d).
HS2	Combination HUBZone and 8(a)	Report this code if the award was a combination HUBZone set-aside and 8(a) award.
HS3	SDB, 8(a) with HUBZone	Report this code when the primary preference program was 8(a) and priority was given to the 8(a) concern that was also a HUBZone small business concern. See FAR 19.800(d).

10P Evaluated Preference

Definition: The designator for type of preference determined for the contract action.

Instruction: Report this code when a contract was made pursuant to the socio economic program price evaluation preferences. FAR 19.11 and FAR 19.13 preference.

FAR/DFARS: FAR 19 and DFARS 219

Values:

NONE	No Preference used	Report this code if no evaluation preference was used in this action
SDA	SDB Price Evaluation Adjustment	Report this code for an award made through full and open competition with award to a small disadvantaged business as a result of the application of a price evaluation adjustment pursuant to FAR 19.11.
SPS	SDB Preferential Consideration Partial Set-Aside	Report this code if the award was made through Full and Open Competition after Exclusion of Sources pursuant to FAR 6.2. Enter this code if the action was a partial set-aside for small business and - Partial SB Set-Aside preferential consideration resulted in an award to an SDB.
HZE	HUBZone Price Evaluation Preference	Report this code if the award was made through full and open competition with award to a HUBZone small business concern as a result of the HUBZone price evaluation preference. See FAR 19.1307

HSD	Combined HUB/SDB Preference	Report this code if the award was made through full and open competition after the application of both the HUBZone Price Evaluation Adjustment Preference (FAR 19.13) and the Small Disadvantaged Business Price Evaluation Adjustment per FAR 19.11
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10Q Research

Definition: The designator for type of research determined for the contract action.

Instruction: Report this code when you are awarding a contract for any of the values listed below.

FAR/DFARS: FAR Part 35.106

Values:

SR1	SBIR Program Phase I Action	Use this code if the award was related to a Phase I contract in support of the Small Business Innovation Research (SBIR) Program.
SR2	SBIR Program Phase II Action	Use this code if the award was related to a Phase II contract in support of the Small Business Innovation Research (SBIR) Program.
SR3	SBIR Program Phase III Action	Use this code if the award was related to a Phase III contract in support of the Small Business Innovation Research (SBIR) Program.
ST1	STTR Phase I	Use this code if the award was related to a Phase I contract in support of the Small Technology Transfer Research (STTR) Program.
ST2	STTR Phase II	Use this code if the award was related to a Phase I contract in support of the Small Technology Transfer Research (STTR) Program.
ST3	STTR Phase III	Use this code if the award was related to a Phase I contract in support of the Small Technology Transfer Research (STTR) Program.

10R Statutory Exceptions to Fair Opportunity

Definition: The type of statutory exception to Fair Opportunity.

Instruction: Report this code when awarding a non competitive task order or delivery order exceeding \$2500.00 against an IDIQ contract.

FAR/DFARS:

Values:

URG	Urgency	Report this code if the action was justified pursuant to FAR 16.505 (B)(2)(i)
ONE	Only One Source – Other	Report this code if the action was justified pursuant FAR 16.505(B)(2)(ii)
FOO	Follow-on Delivery Order Following Competitive Initial Order Economy & Efficiency	Report this code if the action was justified pursuant to FAR 16.505(B)(2)(iii)

MG	Minimum Guarantee	Report this code when it was necessary to place an order to satisfy minimum amount guaranteed to the contractor. See FAR Part 16.505(b)(2)(iv).
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11 Preference Programs

11A Contracting Officer's Determination of Business Size

Definition: The Contracting Officer's determination of whether the selected contractor meets the small business size standard for award to a small business for the NAICS code that is applicable to the contract.

Instruction: Report the Contracting Officer's determination of whether the selected contractor is a small business for this contract.

FAR/DFARS: FAR 19

Values:

S	Small Business	The Contracting Officer determines that the awardee is a small business for this procurement.
O	Other than Small Business	Enter O, if it is other than small business.

11B Subcontracting Plan

Definition: Subcontracting plan requirement.. (See FAR Part 19.702)

Instruction: Report the code for the subcontracting requirement.

FAR/DFARS: FAR 19.702; DFARS 253.204-70(d)(4)(vii)

Values:

A	Plan Not Included - No Subcontracting Possibilities	A Subcontracting Plan was not included in the contract because subcontracting possibilities do not exist (FAR 19.705-2(c))
B	Plan Not Required	No Subcontracting Plan was required. (Ex. The action did not meet the dollar thresholds in FAR 19.702(a))
C	Plan Required - Incentive Not Included	Includes a Subcontracting Plan, but does not include additional incentives (FAR 19.702(a) and FAR 19.708(c))
D	Plan Required - Incentive Included	Includes a Subcontracting Plan and also includes additional incentives (FAR 19.702(a), FAR 19.708(c) and DFARS 219.708(c))

11C Price Evaluation Adjustment/Preference Percent Difference

Definition: The percent difference between the award price and the lowest priced offer from a responsive, responsible non-HUBZone or non-SDB.

Instruction: Report this percent difference for HUBZone and SDB Price Evaluation Adjustment Programs. Report the percent difference between the award price and the lowest priced offer from a responsive, responsible non-SDB or non-HUBZone business. Calculate the percentage by dividing the difference (award price minus the lowest priced non-small or HUBZone business) by the lowest priced offer from a non-small business and enter it as a two-digit number rounded to the nearest percent. If no premium was paid, enter two zeros (00).

FAR/DFARS: FAR19.11; FAR19.13; DFAR219.202-5; DFARS 253.204-70(d)(4)(iv)(C)

Values: NA

12 Transaction Information

12A IDV Type

Definition: The type of Indefinite Delivery Vehicle being (IDV) loaded by this transaction. IDV Types include Government-Wide Acquisition Contract (GWAC), Multi-Agency Contract, Other Indefinite Delivery Contract (IDC), Federal Supply Schedule (FSS), Basic Ordering Agreement (BOA), and Blanket Purchase Agreements (BPA).

Instruction: Enter the code that identifies the type of IDV being loaded.

FAR/DFARS: FAR16; FAR38; DFARS 253.204-70(b)(13)(i)

Values:

A	GWAC	Enter this code for the initial load of an IDV that is a Government-Wide Agency Contract (GWAC) approved by OMB.
B	IDC	Enter this code for the initial load of an IDV that is an Indefinite Delivery Contract (IDC) for use by a single agency or for use by multiple agencies but is not a GWAC. (may also be a "Multi-Agency Contract").
C	FSS	Enter this code for the initial load of an IDV that is a GSA or VA Federal Supply Schedule (FSS).
D	BOA	Enter this code for the initial load of an IDV that is a Basic Ordering Agreement (BOA).
E	BPA	Enter this code for the initial load of an IDV that is a Blanket Purchase Agreement (BPA).
F	Multi-Agency Contract	This code is derived for reporting purposes only. This is for an IDV when IDV Type has value "B", Multiple or Single Award IDC has value "M", and Economy Act has value "Y".

12B Award Type

Definition: The type of award being entered by this transaction. Types of awards include Purchase Orders (PO), Delivery Orders (DO), BPA Calls, and Definitive Contracts (DCA).

Instruction: Enter the code that describes the type of award.

FAR/DFARS: DFARS 253.204-70(b)(13)(i)

Values:

A	BPA Call	Enter this code for an award that is a call against a BPA.
B	Purchase Order	Enter this code for an award that is a Purchase Order (PO).
C	Delivery Order	Enter this code for an award that is a Delivery Order or Task Order under an IDV.
D	Definitive Contract (DCA)	Enter this code for an award that is a Definitive Contract (DCA).

12C Reason for Modification

Definition: The type of modification to an award or IDV performed by this transaction.

Instruction: Select the code that most accurately describes the reason this modification was awarded.

FAR/DFARS: DFAR 204.670-1(b)(7); DFARS 253.204-70(b)(13)(iv)

Values:

A	Additional Work (new agreement, FAR part 6 applies)
B	Supplemental Agreement for work within scope
C	Funding Only Action
D	Change Order
E	Terminate for Default (complete or partial)
F	Terminate for Convenience (complete or partial)
G	Exercise an Option
H	Definitize Letter Contract
J	Novation Agreement
K	Close Out
L	Definitize Change Order
M	Other Administrative Action
N	Cancellation

12D Record Type

Definition: The type of record being entered by this transaction. Types of records include IDV (I), Award (A), Modification (M), Change (C), Delete (D), Void (V), Agency Office (G), and Offset Officer (O).

Instruction: Enter the code that describes the type of the record.

FAR/DFARS:

Values:

I	IDV	Enter this code for adding an IDV Transaction.
A	Award	Enter this code for adding an Award Transaction.
M	Modification	Enter this code for adding a Modification Transaction.
C	Change	Enter this code for Change Transaction.
D	Delete	Enter this code for Delete Transaction.
V	Void	Enter this code for Void Transaction.
G	Agency Office	Enter this code for adding an Agency Office Transaction.
O	Offset Officer	Enter this code for adding an Offset Officer Transaction.

13 Contractor Information

13A Contractor's TIN

Definition: The taxpayer identification number of the contractor providing the product or service. It may be the Social Security Number of the contractor.

Instruction: None

FAR/DFARS: DFARS 253.204-70(b)(5)(ii)(F)

13I Local Government

Definition: List characteristic of the contractor such as whether the selected contractor is a Local Government Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	Local Government
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N Other than Local Government

13J State Government

Definition: List characteristic of the contractor such as whether the selected contractor is a State Government Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y State Government

N Other than State Government

13K Federal Government

Definition: List characteristic of the contractor such as whether the selected contractor is a Federal Government Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y Federal Government

N Other than Federal Government

13L Tribal Government

Definition: List characteristic of the contractor such as whether the selected contractor is a Tribal Government Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	Tribal Government
N	Other than Tribal Government

13M Emerging Small Business

Definition: List characteristic of the contractor such as whether the selected contractor is an Emerging Small Business Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	Emerging Small Business
N	Other than Emerging Small Business

13N 8(a) Program Participant

Definition: List characteristic of the contractor such as whether the selected contractor is an 8(a) Program Participant Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	8(a) Program Participant
N	Other than 8(a) Program Participant

13O Historically Underutilized Business Zone (HUBZone) Firm

Definition: List characteristic of the contractor such as whether the selected contractor is a Historically Underutilized Business Zone (HUBZone) Firm or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS

253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Historically Underutilized Business Zone (HUBZone) Firm
- N Other than Historically Underutilized Business Zone (HUBZone) Firm

13P Small Disadvantaged Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Small Disadvantaged Business Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Small Disadvantaged Business
- N Other than Small Disadvantaged Business

13Q Sheltered Workshop (JWOD Provider)

Definition: List characteristic of the contractor such as whether the selected contractor is a Sheltered Workshop (JWOD Provider) Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Sheltered Workshop (JWOD Provider)
- N Other than Sheltered Workshop (JWOD Provider)

13R Historically Black College or University

Definition: List characteristic of the contractor such as whether the selected contractor is a Historically Black College or University or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Historically Black College or University
- N Other than Historically Black College or University

13S Minority Institution

Definition: List characteristic of the contractor such as whether the selected contractor is a Minority Institution or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Minority Institution
- N Other than Minority Institution

13T Educational Institution

Definition: List characteristic of the contractor such as whether the selected contractor is an Educational Institution or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Educational Institution
- N Other than Educational Institution

13U Woman Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Woman Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Woman Owned Business
- N Other than Woman Owned Business

13V Veteran Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Veteran Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Veteran Owned Business
- N Other than Veteran Owned Business

13W Service-Related Disabled Veteran Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Service-Related Disabled Veteran Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Service-Related Disabled Veteran Owned Business
- N Other than Service-Related Disabled Veteran Owned Business

13X Minority Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Minority Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	Minority Owned Business
N	Other than Minority Owned Business

13Y American Indian Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is an American Indian Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	American Indian Owned Business
N	Other than American Indian Owned Business

13Z Asian-Pacific American Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is an Asian-Pacific American Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	Asian-Pacific American Owned Business
N	Other than Asian-Pacific American Owned Business

13AA Black American Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Black American Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Black American Owned Business
- N Other than Black American Owned Business

13BB Hispanic American Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Hispanic American Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Hispanic American Owned Business
- N Other than Hispanic American Owned Business

13CC Native American Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Native American Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Native American Owned Business
- N Other than Native American Owned Business

13DD Subcontinent Asian (Asian-Indian) American Owned Business

Definition: List characteristic of the contractor such as whether the selected contractor is a Subcontinent Asian (Asian- Indian) American Owned Business or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Subcontinent Asian (Asian- Indian) American Owned Business
- N Other than Subcontinent Asian (Asian- Indian) American Owned Business

13EE Nonprofit Organization

Definition: List characteristic of the contractor such as whether the selected contractor is a Nonprofit Organization or not. It can be derived from the CCR data element, 'Business Types'.

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

- Y Nonprofit Organization
- N Other than Nonprofit Organization

13FF Very Small Business

Definition: The term very small business or VSB means a concern whose headquarters is located within the geographic area served by a designated SBA district and, together with its affiliates, has no more than 15 employees and has average annual receipts that do not exceed \$1 million. The terms, concerns, affiliates, average annual receipts, and employees have the meaning given to them in SBA's Regulations contained in Chapter 13 of the Code of Federal Regulations.
(<http://www.sba.gov/GC/indexprograms-vsbs.html#8>)

19.902 Designated SBA district.

A designated SBA district is the geographic area served by any of the following SBA district offices:

- (1) Albuquerque, NM, serving New Mexico.

(2) Los Angeles, CA, serving the following counties in California: Los Angeles, Santa Barbara, and Ventura.

(3) Boston, MA, serving Massachusetts.

(4) Louisville, KY, serving Kentucky.

(5) Columbus, OH, serving the following counties in Ohio: Adams, Allen, Ashland, Athens, Auglaize, Belmont, Brown, Butler, Champaign, Clark, Clermont, Clinton, Coshocton, Crawford, Darke, Delaware, Fairfield, Fayette, Franklin, Gallia, Greene, Guernsey, Hamilton, Hancock, Hardin, Highland, Hocking, Holmes, Jackson, Knox, Lawrence, Licking, Logan, Madison, Marion, Meigs, Mercer, Miami, Monroe, Montgomery, Morgan, Morrow, Muskingum, Noble, Paulding, Perry, Pickaway, Pike, Preble, Putnam, Richland, Ross, Scioto, Shelby, Union, Van Wert, Vinton, Warren, Washington, and Wyandot.

(6) New Orleans, LA, serving Louisiana.

(7) Detroit, MI, serving Michigan.

(8) Philadelphia, PA, serving the State of Delaware and the following counties in Pennsylvania: Adams, Berks, Bradford, Bucks, Carbon, Chester, Clinton, Columbia, Cumberland, Dauphin, Delaware, Franklin, Fulton, Huntington, Juniata, Lackawanna, Lancaster, Lebanon, Lehigh, Luzerne, Lycoming, Mifflin, Monroe, Montgomery, Montour, Northampton, Northumberland, Philadelphia, Perry, Pike, Potter, Schuylkill, Snyder, Sullivan, Susquehanna, Tioga, Union, Wayne, Wyoming, and York.

(9) El Paso, TX, serving the following counties in Texas: Burster, Culberson, El Paso, Hudspeth, Jeff Davis, Pecos, Presidio, Reeves, and Terrell.

(10) Santa Ana, CA, serving the following counties in California: Orange, Riverside, and San Bernadino. (http://www.arnet.gov/far/current/html/Subpart_19_9.html)

Instruction: None

FAR/DFARS: FAR 4.601(d)(1); FAR 4.601(d)(2); FAR 8.7; FAR 19.001; FAR 31.701; FAR 52.204-5; FAR 52.212-3(c); DFARS 204.670-1(d); DFARS 219.001; DFARS 253.204-70(b)(5)(ii)(B); DFARS 253.204-70(b)(13)(i)(G); DFARS 253.204-70(d)(4)(i)(A); DFARS 253.204-70(d)(4)(i)(B); DFARS 253.204-70(d)(4)(i)(C); DFARS 253.204-70(d)(4)(i)(D); DFARS 253.204-70(d)(4)(i)(E); DFARS 253.204-70(d)(4)(x)

Values:

Y	Very Small Business
N	Other than Very Small Business

13GG Vendor Name

Definition: The name of the vendor supplying the product or service as it appears in CCR or as entered by the user if CCR exception is selected.

Instruction: Enter the vendor name.

FAR/DFARS: NA

13HH Vendor Doing As Business Name

Definition: The doing as business name of the contractor address.

Instruction: Enter the doing as business name for the contractor

FAR/DFARS: NA

Values: Must be doing as business name from CCR or data entered by the user in case of CCR exception

13JJ Vendor Address Line 1

Definition: The first line of the street address for a contractor.

Instruction: Enter the first line of the street address for the contractor

FAR/DFARS: NA

Values: Must be address from CCR or data entered by the user in case of CCR exception

13KK Vendor Address Line 2

Definition: The second line of the street address for a contractor.

Instruction: Enter the second line of the street address for the contractor

FAR/DFARS: NA

13LL Vendor Address Line 3

Definition: The third line of the street address for a contractor.

Instruction: Enter the third line of the street address for the contractor

FAR/DFARS: NA

Values: Must be third line of the address from CCR or data entered by the user in case of CCR exception

13MM Vendor Address City

Definition: The city of the contractor address.

Instruction: Enter the city of the contractor address

FAR/DFARS: NA

13NN Vendor Address State

Definition: The state of the contractor address.

Instruction: Enter the state of the contractor address

FAR/DFARS: NA

13PP Vendor Zip Code

Definition: The zip code of the contractor address.

Instruction: Enter the zip code of the contractor address

FAR/DFARS: NA

Values: Must be zip code from CCR or data entered by the user in case of CCR exception

13QQ Vendor Country Code

Definition: The country code of the contractor address.

Instruction: Enter the country code of the contractor address

FAR/DFARS: NA

13RR Vendor Phone Number

Definition: The phone number of the contractor.

Instruction: Enter the phone number of the contractor

FAR/DFARS: NA

13SS Vendor Fax Number

Definition: The fax number of the contractor.

Instruction: Enter the fax number of the contractor

FAR/DFARS: NA

13TT Vendor Number of Employees

Definition: The number of employees from the CCR for the vendor.

Instruction: Enter the number of employees for the vendor.

FAR/DFARS: NA

13UU Vendor Annual Revenue

Definition: The annual revenue from the CCR for the vendor.

Instruction: Enter the annual revenue for the vendor

FAR/DFARS: NA

13VV Hospital Flag

Definition:

Instruction:

FAR/DFARS: NA

18R Email Address

Definition: The email address of the point of contact for an IDV, contractor, contracting agency, reporting agency, customer, or offset officer.

Instruction: None

FAR/DFARS: FAR 4.601(a)(2); FAR 4.9; DFARS 253.204-70(b)(5)(ii)(E)

NIH Data Elements

ITEM 100 Type of Procurement

Definition: This code indicates the type of action reported.

Values:

- 1 **New Contract:** Document covers new work defining specifications, conditions, and negotiated clauses pertaining to a contractual agreement between the government and a non-government contractor. A new contract will obligate funds and specify the period of performance covered by the funds.
- 2 **Major Modification:** Contract modification, excluding options and incremental funding actions, which provides for new work (additional supplies, equipment, or services). The contract *obligates additional funds and may extend the period of performance*.
- 3 **Minor Modification:** Contract modification that does not meet the tests for coding as a Type 2, Type 5, or Type 7 action. In general, actions such as cost overruns, change orders, no cost time extensions, administrative changes, changes to delivery schedules, etc., will be coded Type 3. *Actions that obligate funds may be coded Type 3 provided no "new work" is involved*. If a Type 2, Type 5, or Type 7 test is met, use that particular code instead of Type 3.

- 4 **Letter Contract:** Written preliminary contractual document that authorizes immediate commencement of work and stipulates maximum fund obligations that may be incurred prior to negotiation of a definitive contract. A letter contract will be superseded by a definitive contract at the earliest possible date, usually within 90 days.
- 5 **Continuation of an Incrementally-Funded Contract – Specified in the Contract:** Any action that allocates previously negotiated funds to an incrementally funded contract. This action may include other unilateral actions with the incremental funding. Do not use this code to report any action covered by the definition in Code 2 above.
- 7 **Exercise of Option:** Action taken to implement the Government’s rights to require the contractor to accomplish additional work under the contract, as negotiated in the original contract.
- 8 **New contract resulting from a Basic Ordering Agreement:** Report this code when the action is a new order resulting from a Basic Ordering Agreement.
- 9 **New Single Award Indefinite Delivery Contract:** Report this code when the action is an order under a single award indefinite delivery contract.

(Prior to FY 1997, this code reflected all new indefinite delivery contracts. In FY 1997, indefinite delivery contracts were split into two different categories – single award and multiple award task order or IDIQ contracts.)

- A **New Multiple Award Task Order or IDIQ Contract:** Report this code when the action is a task order for services or a delivery order under a multiple award IDIQ contract awarded pursuant to the multiple award preference set forth in FAR 16.504 (c)(1) or 16.504 (c)(2).
- G **Order/Modification under Federal Schedule Contract:** Report this code when the action is an order, modification to an order, under a federal schedule contract. Also, report this code when the action is an order/calls against a BPA under a federal schedule contract.

ITEM 101 Activity Code

Definition: This code identifies the NIH extramural/intramural activity supported by the contract.

Values:

- N01 R&D contracts and contracts in direct support of R& D – to develop and/or apply new knowledge or to test, screen, or evaluate a product, material, device, or component for use by the scientific community.
- N02 Station support contracts awarded by *authorized Station Support IC contracting offices* – to contract for intramural and extramural station support needs and provide resources to the intramural biomedical research programs within the NIH through negotiated contracts or sealed bids.

(Effective March 1993, this activity is used only for station support contracts awarded by IC contracting offices other than the Office Of Procurement. It is not to be used for contracts for Research and Development. The authorized station support contracting offices are NCI, NHLBI, NIDDK, NLM, NIAID, and NIEHS.)
- N03 The Office of Procurement Management (OPM) – to contract for the spectrum of supplies, support services, audiovisual services, Architect-Engineering (A&E) services, construction, and equipment supporting the operating needs of the NIH accomplished by negotiated procedures or sealed bidding.

(In FY 1993, the N03 activity was developed in order to accommodate the identification of station support contracts and actions awarded by the Office of Procurement Management, [now OLAO].)

- N43 SBIR (Phase I) – to support projects limited in time and amount, to establish the technical merit and Feasibility of R&D ideas that may ultimately lead to a commercial product or service. These contracts may be awarded only to small business concerns.

This code was established by NIH specifically for Small Business Innovative Research (SBIR) contracts in FY 1987.

- N44 SBIR (Phase II) – to support in-depth development of R&D ideas whose feasibility has been established in Phase I and are likely to result in commercial products or services. These contracts may be awarded only to small business concerns that were previously awarded a Phase I SBIR contract (N43).

This code was established by NIH specifically for Small Business Innovative Research (SBIR) contracts in FY 1987.

ITEM 102 Administering IC

Definition: A Mnemonic code identifying the NIH organization administering the contract. See Appendix A, Code Chart 102 for a listing of NIH awarding components and the codes assigned.

ITEM 104 ADB Document Number

Definition: All contracts are required to have an ADB Document Number. This number is assigned automatically by the Administrative Data Base (ADB) when the user enters contract information into the ADB for payment purposes. This number is used as the key identifier between the NIH Data Warehouse, NIH ADB, and the DCIS.

See edits for numbering criteria.

ITEM 105 Date Action Effective

Definition: The date upon which any action (initial award or modification) is effective, as indicated on the face page of the contract document.

Instructions: The format is YYYYMMDD.

ITEM 106 Fiscal Year of Obligation

Definition: This item identifies the fiscal year from which the funds were appropriated. May include prior year funds. If the action does not involve an obligation, this item only indicates the fiscal year in which the action was effective.

Instructions: The format is YYYY.

ITEM 118 Agent Code

Definition: This item is used to identify the purchasing agent entering the data into the DCIS for station support contracts.

ITEM 121 AIDS Affiliated Dollars

Definition: This item was established for all contract actions with obligations awarded effective FY 1989.

Instructions: Report the actual dollar amount that is AIDS affiliated for each action with an obligation. If dollars are reported in this field, then Item 122 (AIDS Affiliated Contract) must be coded "Y."

ITEM 122 AIDS Affiliated Contract

Definition: This item identifies whether or not the contract action is affiliated with AIDS research. If this action is coded "Y," then Item 121 (AIDS Affiliated Dollars) must be completed.

Values:

Y Yes

N No

ITEM 123 Privacy Act Applicable

Definition: This item indicates whether a contract award is subject of the Privacy Act (P.L. 93-579).

Values:

Y Yes

N No

ITEM 131 Contracting Officer Name

Definition: This item identifies the name of the Contracting Officer responsible for the contract.

Instructions: Format is Last Name, First Name, Middle Initial

ITEM 133 RFP/IFB Number

Definition: This item identifies the number of the solicitation (Request for Proposals [RFP]/Invitation for Bid [IFB]).

ITEM 137 Dollars Obligated on Action

Definition: This item identifies the WHOLE (not rounded) dollars obligated by the action.

ITEM 138 Program Class Code

Definition: This is an optional item established for IC use to classify various extramural program areas.

ITEM 139 Common Accounting Number (CAN)

Definition: This item identifies the last seven (7) digits of the Common Accounting Number under which the obligation in Item 137 “Dollars Obligated on Action”. The CAN identifies the funding areas to which costs should be applied.

Instructions: If the action obligates funds under more than one CAN, or an IC other than the one administering the contract obligates funds, enter the CANs for each specific portion of the funds obligated. Item 140 “IC from CAN” is used to identify the IC associated with the CAN identifying the specific portion of funds obligated. Item 142 “Dollars by CAN” is used to identify the specific portion of funds obligated. The total of all dollars in Item 142 “Dollars by CAN” should equal the dollars reflected in Item 137 “Dollars Obligated on Action.”

ITEM 140 IC from CAN

Definition: This item identifies the IC that is specifically associated with the CAN from which funds are appropriated for the action.

ITEM 141 CAN FY

Definition: This item identifies the FY from which funds are appropriated.

ITEM 142 Dollars by CAN

Definition: This item identifies the whole dollars (not rounded) obligated against each specific CAN associated with the action. The total of all dollars for the action identified in Item 142 “Dollars by CAN” should equal the dollars reflected in Item 137 “Dollars Obligated on Action.”

DCIS Data Elements

ITEM 22 Government Project Officer

Definition: The name of the Government Technical Representative responsible for interfacing and coordinating with procurement officials for the contract project and technical monitoring and evaluation of the contractor's performance.

ITEM 23 Government Contract Specialist

Definition: The name of the Government Contract Representative responsible for contract administration.

ITEM 24 RFC Receipt Date

Definition: The date on which the request for contract action is received by the contracting office or the receipt date of any contract request, including unsolicited proposals and contract requests pursuant to the Indian Self-Determination Act. This item is required for those contract actions (new, mod, etc.) in which funds are obligated resulting from such requests.

ITEM 27 Contract Status Code

Definition: Report the appropriate code based on status of the contract.

Values:

- A Active. Use when contract is entered into the system initially.
- B Completed Physically. Use when performance has been completed but contract has not been closed.
- C Completed Administratively. Use when performance and close-out action have been completed.

Instructions: To close-out an IDIQ contract, add a new Modification Number after the last one (the last Modification Number is the greatest Modification Number) and report code C. To close-out a regular contract, change Item 62 of the last Modification Number to C.